

The University of Southern California  
Iowa Renewal Application

(1) Provide the name of the school and address of the principal office as defined in Iowa Code Section 490.140 or 510.141: [(261.4(2))] and [261B.4(1)]

**Name of School:** University of Southern California (online)  
**Street:** 3601 Watt Way  
**Suite:** GFS 315  
**City:** Los Angeles  
**State:** California  
**Zip:** 90089  
**Telephone Number for the school's primary state authorization contact:**  
(213) 821-4400  
**Email Address for the school's primary authorization contact:**  
[mtodd@provost.usc.edu](mailto:mtodd@provost.usc.edu)

(2) Type of school: ☐For-profit ☒Non-profit ☐Public

(3) If applicable, provide the address of all physical locations in Iowa where instruction will occur. For a school that is applying for registration to offer distance education programs and that has established, or plans to establish, a permanent Iowa site(s) at which students will participate in a structured field experience, the school may record below the location of that Iowa field experience site(s).

*Not applicable.*

(4) Provide the **total** estimated tuition charges, fees and other costs payable to the school by a student over the course of each entire program [(261B.4(3))]. If the school is applying to offer both residential programs that require some face-to-face interaction between student and faculty at an Iowa location in addition to programs that are offered fully "at a distance," please separately list distance education programs, as illustrated below:

Education Program to be Offered	Tuition	Fees	Books and Supplies	Other	Estimated Total Program charges
MSW	<a href="https://msw.usc.edu/admissions/tuition/">https://msw.usc.edu/admissions/tuition/</a>				94,446
MAT	48,060		Up to 3,000	3340 (credential)	54,264
TESOL	49,012		Up to 3,000		52,012
EdD (applicants w/ master's)	71,909	Immersion fees (2,000)	Up to 3,000		76,909
EdD	102,529	Immersion	Up to 3,000		107,529

(applicants w/o master's)		fees (2,000)			
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(5) Please list all distance education programs that include a structured field experience that the school will permit an Iowa resident to participate in at an Iowa location. For each program that includes a field experience, please separately attach documentation that describes the expectations of the student, school faculty and a site supervisor during the field experience.

**Please see Attachments 1A & 1B.**

(6) Provide the name of all other State of Iowa agencies required to approve the applicant school in Iowa and the school's contact person at that Iowa agency. Separately, attach documentation of the school's approval.

**State of Iowa Agency Name: Iowa Department of Education**

(7) Does the school plan to offer a program in Iowa that prepares a student for first-time, licensed professional employment?

☐NO ☒YES

List the program and the Iowa professional licensure board that licenses persons to practice the profession for which the school's program prepares a student. For each program, attach documentation demonstrating that the school's program either meets the requirements of a programmatic accrediting agency approved by the Iowa professional licensure board, or that the school's program meets the Iowa professional licensure board's curriculum requirements such that a student who successfully completes the school's program is not required to complete additional coursework or practicum hours.

**MAT: Iowa Department of Education**

**MSW: Iowa Board of Social Work**

(8) Provide a link to the school's website, or a description of the school's refund policy for the return of refundable portions of tuitions, fees, or other charges [(261B.4(4))]. For a for-profit school with at least one program of more than four months in length that leads to a recognized educational credential, the school's tuition refund policy must comply with Iowa Code Section 714.23. For more information about Iowa Code Section 714.23, contact the Postsecondary Registration Coordinator or see the "Postsecondary Registration" tab on the Commission's main web page at [www.iowacollegeaid.gov](http://www.iowacollegeaid.gov)

<https://fbs.usc.edu/depts/sfs/page/2103/about-refunds/>

<https://rossieronline.usc.edu/legal/required-state-disclosures/>

<https://msw.usc.edu/legal/required-state-disclosures/>

(9) Provide the name, business address and telephone number of the school's chief executive officer [(261B.4(7))]:

**Name: Dr. C.L. Max Nikias, President**  
**Street: 669 West 34<sup>th</sup> Street**  
**City: Los Angeles**  
**State: California**  
**Zip: 90007**  
**Country: United States of America**  
**Telephone Number: (213) 740-2711**

(10) Provide a link(s) to the school's website, or describe below the means by which the school provides the following disclosure to students. (If the school provides this information in one or more web-based documents, please provide both the link to the document and the page number within the document where the disclosure(s) is located.

1. The name or title of the course
2. A brief description of the subject matter of the course.
3. The tuition charge or other fees charged for the course. If a student is enrolled in more than one course at the school, the tuition charge or fee for all courses may be stated in one sum.
4. The refund policy of the school for the return of their fundable portion of tuition, fees, or other charges. If refunds are not to be paid, the information shall state that fact.
5. Whether the credential or certificate issued, awarded, or credited to a student upon completion of the course, or the fact of completion of the course, is applicable toward a degree granted by the school and, if so, under what circumstances the application will be made.
6. The name of the accrediting agency recognized by the United States Department of Education or its successor agency which has accredited the school.

**Rossier Online:** <https://rossieronline.usc.edu/>  
**Social Work:** <https://msw.usc.edu/>

(11) Provide the name, address, and telephone number of a contact person in Iowa. [261B.4(10)]. If the school is applying for distance education and has elected to register with the Iowa Secretary of State as a corporation transacting business in Iowa, please list the corporation's Iowa resident agent. If a distance education provider chooses not to register with the Iowa Secretary of State, the response to this question may be "not applicable – distance education provider."

*Not applicable. Distance education program provider.*

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(12) Provide the name, address, and title of the other officers and members of the legal governing body of the school [(261B.4(6))]:

Officer Name	Address	Telephone Number
Michael Quick	Officers and members of the legal governing body of the school may be contacted through the home address of the University of Southern California.	Officers and members of the legal governing body of the school may be contacted through the home number of the University of Southern California.
Robert Abeles		
Albert R. Checcio		
Todd R. Dickey		
Thomas E. Jackiewicz		
Thomas S. Sayles		
Patrick C. Haden		
Lisa Mazzocco		
Carol Mauch Amir		

**The Board of Trustees Information can be found at the following link:**

<http://about.usc.edu/administration/board-of-trustees/>

(13) For a for-profit institution, provide the names and business addresses of persons owning more than 10% of the school [(261B.4(6))]:

*Not applicable.*

(14) Name all agencies accrediting the institution and programs **offered in Iowa that are recognized by the U.S. Department of Education** [(261B.4(9))].

Separately attach a copy of the school's accreditation status for each agency. Provide all documentation in the school's records about any pending or final accrediting agency sanction.

If the school is applying to initiate in-person instruction at an Iowa location and the school's accrediting agency has not approved the Iowa location, provide either: 1) documentation from the accrediting agency that its approval is not required, or 2) documentation that the accrediting agency will not consider the school's approval request until the Commission approves the school to operate in Iowa.

Western Association of Schools & Colleges (WASC) Accrediting Commission for Senior Colleges & Universities

Contact Person: Barbara Gross Davis

Telephone Number: (510) 748-9001, ext. 356

Email Address: [bdavis@wascsenior.org](mailto:bdavis@wascsenior.org)

The National Council for Accreditation of Teacher Education (NCATE)

Address: 1140 19<sup>th</sup> Street, Suite 400

City: Washington

State: DC

Zip Code: 20036

Telephone Number: (202) 296-6620

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Council on Social Work Education (CSWE)

Address: 1701 Duke Street, Suite 200

City: Alexandria

State: Virginia

Zip Code: 22314

Telephone Number: +1 (703) 683-8080

**Please see Attachments 2A, 2B & 2C.**

(15) Describe the procedures followed by the school for safeguarding (e.g., storage, security and back-up processes) and preservation of student records [(261B.4(12))]:

**The procedures followed by the school for safeguarding and storing student records can be found at the following link:**

<https://itservices.usc.edu/sis/responsibility/>

(16) Provide the contact information to be used by students and graduates who seek to obtain transcript information:

**Students and graduates seeking transcript information may either submit an online request at the following link:**

<http://www.usc.edu/dept/ARR/services/transcripts/webrequests.html> or

**contact the Office of Academic Records and Registrar directly:**

<http://www.usc.edu/dept/ARR/services/transcripts/contactus.html>

**Name: Transcript Department**

**Street: University of Southern California, University Park Campus**

**Suite: JHH Room 106**

**City: Los Angeles**

**State: CA**

**Zip: 90089-0912**

**Country: United States**

**Telephone Number: (213) 740-7445 or (213) 740-9230**

**Email/Website: [gtv@usc.edu](mailto:gtv@usc.edu)**

(17) List the states and licensure/authorization agencies for all states that require the school to obtain authorization to operate, maintain a presence or offer distance education in that state. Attach documentation of the school's licensure/authorization status in each state. Do not list states in which the school's status is "exempt."

State	Agency Name	Authorization Status
Alabama	Alabama Department of	Programmatic Approval

	Postsecondary Education	
Alabama	Alabama Commission on Higher Education	Programmatic Approval
Arkansas	Arkansas Higher Education Coordinating Board	Programmatic Approval
Delaware	Delaware Department of Education	Institutional Approval
Kansas	Kansas Board of Regents	Programmatic Approval
Kentucky	Kentucky Council on Postsecondary Education	Programmatic Approval
Louisiana	Louisiana Board of Regents	Programmatic Approval
Maryland	Maryland Higher Education Commission	Programmatic Approval
Minnesota	Minnesota Office of Higher Education	Programmatic Approval
New Hampshire	New Hampshire Division of Higher Education	Programmatic Approval
New Mexico	New Mexico Higher Education Department	Institutional Approval
North Carolina	The University of North Carolina General Administration	Programmatic Approval
Ohio	Ohio Board of Regents	Programmatic Approval
Oregon	Oregon Office of Degree Authorization	Programmatic Approval
Pennsylvania	Pennsylvania Department of Education	Programmatic Approval
Texas	Texas Higher Education Coordinating Board	Programmatic Approval
Washington	Washington Student Achievement Council	Institutional Approval
West Virginia	West Virginia Higher Education Policy Commission	Institutional Approval
Wisconsin	Wisconsin Educational Approval Board	Programmatic Approval

\*USC is also operating under an exemption in the following states: Alaska, Arizona, California, Colorado, Connecticut, Washington DC, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Maine, Massachusetts, Michigan, Mississippi, Montana, Missouri, Nebraska, Nevada, New Jersey, New York, Oklahoma, Rhode Island, South Carolina, South Dakota, Tennessee, Utah, Vermont, Virginia, Wyoming.

(18) Has a state ever revoked the school's approval to operate in that state?  
☒ No ☐ Yes

(19) Has a state sanctioned the school within the year prior to the date of this application?  
☒ No ☐ Yes



(20) Is the school presently under investigation by or bound to the terms of a judgment issued by a state's attorney general or other enforcement authority?  
(X)No ☐Yes

(21) Will the school certify that it will immediately notify the Commission of any pending or final sanction issued by the school's accrediting agency, another state agency that registers or licenses the school, or a state attorney general's office or other enforcement authority?  
(X)Yes ☐No

(22) Describe the academic and instructional methodologies and delivery systems to be used by the school and the extent to which the school anticipates each methodology and delivery system will be used, including, but not limited to, classroom instruction, correspondence, internet, electronic telecommunications, independent study, and portfolio experience evaluation. [261B.4(13)]

**The University of Southern California online program format is comprised of a learning environment that is self-paced, "asynchronous," course content; live, "synchronous," online class sessions; and required participation in a short annual immersion held of the University of Southern California Campus.**

**Coursework in the Rossier School of Education and Master of Social Work programs is delivered using an advanced online learning platform that includes original broadcast-quality video, self-paced lectures, interactive case studies and collaborative activities that foster teamwork. The interactive social technology allows a student to study and to interact 24 hours a day, 7 days a week, with professors and fellow classmates who live and work around the globe.**

**Students will:**

- Attend weekly classes online, interacting face-to-face with professors and a small cohort of 10 to 15 classmates. All courses are recorded, so a student can revisit them at his or her leisure in case they are not able to attend a class or would like to review a class session.**
  - Prepare for class sessions by accessing high-quality, faculty-designed video coursework that enables students to study anytime and anywhere, on their own schedule and on their own terms.**
  - Enjoy the freedom and flexibility of 24/7 access to course materials, upcoming assignments and web-cam office hours with their professors. A student can also communicate with faculty members and classmates via discussion boards.**
  - Build a professional network of peers from day one. Get to know fellow classmates through intimate online class discussions comprised of breakout sessions and case study exercises. Outside of class, discuss topics and exchange ideas on course related wall posts, hold online team study groups**
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and create online clubs to connect with other students who share common career goals and interests.

-Participate in a short annual immersion weekend on the University of Southern California campus consisting of opportunities for students to meet their classmates and professors face to face and complete various collaborative learning exercises to build essential leadership skills.

(23) Is the school subject to a limitation, suspension or termination (LST) order issued by the U.S. Department of Education?

☐Yes ☒No

Please separately attach a copy of the school's current Federal Student Aid Program Participation Agreement with the U.S. Department of Education.

**Pending - We will provide a copy of the school's current Federal Student Aid Program Participation Agreement as an addendum to this application.**

(24) Do you currently:

Enroll students in Iowa? ☐No ☒Yes How many?

Employ Iowa Faculty? ☐No ☐Yes How many full-time? How many part-time?

**Pending - We will provide updated faculty and student enrollment data as an addendum to this application.**

(25) Do you compensate Iowa residents to perform other operational activities for the school besides teaching (e.g., program or Iowa site coordinator, call-taker or admissions representative)?

☒No ☐Yes

(26) If you are applying to offer face-to-face instruction at one or more fixed locations in Iowa, provide the name, title, business contact information and a brief curriculum vitae summary for the Iowa resident(s) who is employed as a full-time faculty member or program coordinator devoted to Iowa students.

*Not applicable.*

(27) Of the total number of faculty (including those that may not be Iowa residents) who will provide instruction in programs offered to Iowa residents, how many are full-time and how many are part-time?

\*Separately attach docs that describe the education and experiential qualifications of all faculty or instructors who teach the courses offered to Iowans, and the general subject matter in which they teach.

**Please see Attachments 3A & 3B.**

(28) How will your school comply with Iowa Code section 261B.7, which requires the school to disclose 1) that it is registered by the Commission and 2) the Commission's contact information for student questions or complaints?

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**Rossier Online:** <https://rossieronline.usc.edu/legal/contact-information-for-student-complaint-processes/>

**USC MSW:** <https://msw.usc.edu/legal/contact-information-for-student-complaint-processes/>

(29) Will your school comply with the requirements of Iowa Code Section 261.9(1)"e" to "h?"

(X)Yes ☐No

Note: Schools that apply for registration to offer distance education programs and who have no compensated parties working remotely for the school from an Iowa location are not required to comply with Iowa Code Section 261.9(1)"h".

Iowa Code Section 261.9(1)e: <https://policy.usc.edu/drug-free/>

Iowa Code Section 261.9(1)f: <https://sarc.usc.edu/reporting-options/>

Iowa Code Section 261.9(1)g:

<https://rossieronline.usc.edu/legal/required-state-disclosures/>

<https://msw.usc.edu/legal/required-state-disclosures/>

Iowa Code Section 261.9(1)h:

(30) Does the school agree to file annual reports that the Commission requires from all Iowa colleges and universities? (Note: At this time, the Commission does not require annual reports for out-of-state distance education program providers.)

(X)Yes ☐No

(31) Attach a copy of the applicant school's most recent independent audit report prepared by a certified public accounting firm no more than 12 months prior to the application and state below where, in the audit report, there is evidence that the auditor is providing an unqualified opinion.

**USC Financial Report 2014:** <http://about.usc.edu/files/2014/12/FY-14-USC-Financial-Report.pdf>

(32) Describe how your school provides students with learning resources, including appropriate library and other support services requisite for the school's programs.

**Library Information:** The University of Southern California Libraries license and provide access to many electronic databases and journals for the use of USC faculty, staff, and students. Most electronic resources are accessible both on campus and from off campus locations. The Library also provides a wide array of resources and services specifically designed for the distance education student. Librarians may be contacted online (through chat and email) for questions and research assistance, and students are able to contact research librarians during regular business hours and library assistants during the library's operating hours. The University of Southern California library catalog for the Rossier School of Education may be accessed through the following link: <http://libguides.usc.edu/education>. The University of

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Southern California library catalog can be accessed through the following link:  
<http://usc.edu/libraries/>.

**Social Information:** We know from the literature that online students are more likely to feel alienated or disengaged from their academic program (West, 2011). In our Master's level online programs, we have not only successfully avoided that problem, but also fostered a sense of community among students through the use of the co-curriculum, most notably through the social networking site on the learning management system.

**Academic Advisor Information:** Upon admission, each student will be assigned an academic advisor (staff) who will guide the student through the academic requirements of the program, facilitate registration issues, assist with securing course materials, monitor academic progress and collaborate with the faculty advisor to assist any student determined to be in academic difficulty.

**Technical Support:** Enrolled students have 24/7 access to technical support. The students may call technical support any time they need assistance with the learning management system. Each student is assigned to a student support advisor and is encouraged to keep in touch with their student support advisor throughout the program. Career services assistance is available to all distance education students, and students are encouraged to take advantage of these services. Faculty and staff members at the University of Southern California seek to provide the same services to distance education students as are provided to the residential students. It is in USC's interest to make sure students remain enrolled, complete the program, and succeed in the years and decades after completing the program.

(33) Provide evidence that faculty within an appropriate discipline are involved in developing and evaluating curriculum for the program(s) to be registered in Iowa.  
**Pending – We will provide evidence that faculty participate in the development and evaluation of the curriculum under separate cover.**

(34) If applicable, please provide evidence that the school has adequate physical facilities appropriate for the program(s) and students services to be offered and are located in the state. For a school that applies for registration to operate a fixed instructional site, include a copy of a signed agreement for a facility purchase or lease or option to purchase or lease.

*Not applicable.*

(35) For a for-profit institution, provide an organizational plan that shows the physical address and contact information for all educational, administrative and service locations operated by the applicant and parent organization.

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*Not applicable.*

(36) Provide documentation showing the school's policy for the resolution of student and graduate comments and complaints. Provide complete contact information to which complainants may be referred.

**USC General:** <https://equity.usc.edu/filing-a-complaint/>

**Rossier Specific:** <https://rossieronline.usc.edu/legal/contact-information-for-student-complaint-processes/>

**Social Work Specific:** <https://msw.usc.edu/legal/contact-information-for-student-complaint-processes/>

(37) Provide the most recent official Stafford loan cohort default rate that the U.S. Department of Education reports for the school. If the school has multiple campuses and is applying for distance education programs, report the cohort default rate for the campus that supports the school's online programs.

**USC's three-year draft cohort default rate for fiscal year 2012-13 is 1.3 percent. USC's three-year official cohort default rate for fiscal year 2011-12 is 1.8 percent. For all institutions, the three-year official cohort default rate for fiscal year 2011-12 is 13.7 percent.**

**(<http://www.usc.edu/admission/fa/undergraduates/admitted/FAQs.html>)**

(38) Provide the average loan debt upon graduation of individuals completing programs at the school.

**The Institute for College Access and Success estimates that 70% of all college seniors who graduated in 2013 had student loan debt, with an average of \$28,400 for those with loans. USC's average for the class of 2013 was \$22,918. The national average includes public and private non-profit institutions. For students at private non-profit schools such as USC, it is estimated that 75% of students borrowed an average of \$32,600.**

**(<http://www.usc.edu/admission/fa/undergraduates/admitted/FAQs.html#/10>)**

(39) Report the graduation rate for the campus that supports the school's online programs.

**91% graduation rate**

Applicant School Chief Executive Officer

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Name

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